

BUILDING DEVELOPMENT COMMISSION

Minutes of April 16, 2013 Meeting

Jonathan Bahr opened the Building-Development Commission (BDC) meeting at 3:05 p.m. on Tuesday, April 16, 2013.

Present: Ed Horne, John Taylor, Harry Sherrill, Jon Wood, Rob Belisle, Bernice Cutler, Travis Haston, Jonathan Bahr, Kevin Silva, Zeke Acosta and Hal Hester

Absent: Elliot Mann

1. MINUTES APPROVED

The motion by Jonathan Bahr, seconded by Jon Wood, to approve the March 19, 2013 meeting minutes passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

No BDC member issues and/or comments.

3. PUBLIC ISSUES AND COMMENTS

No public issues and/or comments.

4. FY14 budget follow up work

Proposed Customer Public Information Strategy

Jim Bartl began by stating the two follow-up items from last month's budget presentation.

- The message;
 - **Note:** betterment and overall proposal are **subject to BOCC approval**; (they vote on June 18)
 - Budget for 165 FTE's increases 9.5% to \$19,456,538 (including 564k from 12/4/12 betterment)
 - Department & BDC propose a 10 position betterment focusing on residential work
 - With betterment total proposed budget for 175 FTE's is \$20,301,212.
 - Justification;
 - Data trends noted 7/1 thru 2/28/2013 indicate commercial continues a slow steady climb out of 2008-2010 valley of recession
 - Permits up 8.34% __, Inspections requested up 15.44% __, Permit fee revenue up 11.7% __, Construction value permitted up 8.1% __, Residential Review up 35% __, Small commercial project reviews (in CTAC) up 19.5% __, Large commercial projects with more project applications plan review hour demand up 35% __.
 - HBA industry projections of single family (SF) residential new construction starts growing 22% in 2013 and 30% in 2014.
 - NARI projections that residential remodeling will grow by 10% through 1/1/2015.
 - Residential review was decimated in 2009-2010 staff cuts.
 - Every SF house generates (on average) minimum 17-18 inspections.
- Method to get the word out
 - Dsn/constr trade association meetings (as CPHCCA presentation on April 9)
 - BDC Quarterly Bulletin (carefully worded to emphasize tentative subject to BOCC support).
 - After June 18; customer memo sent out by e-mail blast
- Comments __, questions __. Anything we're overlooking?

Schedule on adding 10 betterments

Amy Hollingsworth and Gene Morton discussed the strategy for getting the 10 betterments on board once approved by the BOCC on June 18th.

- The tentative process has been schedule as follows;
 - The FY14 budget will be present to the BOCC for approval on June 18. If approved with no changes, the HR department has implemented the following strategy.
 - Posting of the betterments positions can begin on June 19th
 - Closing of the positions (depending on candidates qualifications) on July 1st

- Review candidate's resumes and verify minimum qualifications are met for the positions.
- Schedule Interview teams mid to late July for appropriate units.
- Close the interview process in the first week of August.
- Finalize HR background checks and any financial parity issues.
- Fill positions late August

5. BIM-IPD AE Seal Negotiations with NC Arch & PE Board

Jim discussed the BIM-IPD AE Seal Negotiations with the NC Architectural and the PE Boards.

- CHC and Department have a joint pilot program proposal on how Architect and Engineer seals will work inside projects using both Building Information Modeling (BIM) and Integrated Project Delivery (IPD) or a team based equivalent delivery mechanism,
- On March 12 & April 4, CHC and Department reps met representatives of the NC Board of Examiners for Engineers and Surveyors and the NC Board of Architecture to review same.
 - Board reps reacted positively to the proposal, expressing a desire to work on challenges posed by specific board rules, finding solutions that allow projects to maximize collaboration inside the BIM-IPD service delivery model.
- On April 9, CHC & Meck amended their proposal, addressing issues raised in the April 4 meeting.
- Architecture Board will consider pilot proposal on April 12. PE Board will consider May 8.
- Probable outcome is joint interpretation that the proposal is not a violation of Board rules, but the pilot is limited to a specific set of CHC-Mecklenburg projects only, with reporting requirements.

6. Quarterly Reports

Technical Advisory Board Quarterly Report

- Overview; held 3 TAB meetings this past quarter; the TAB 2 team for New Construction and TAB 3 team for Existing Buildings & Renovations held combined meetings, since both teams have the same members, and they are currently working toward the same goals. Also held residential TAB meetings.
- TAB 1 Residential Committee met on March 5th, 2013- Lon is in the process of setting up a meeting with various interested parties such as residential contractors, real estate brokers, real estate appraisers and other interested parties for input/Q&A on how best to handle residential incentives and requirements. This was the result of discussions in the March meeting and the only quarterly meeting.
- TAB 2 & 3 combined New Construction & Existing Building-Renovation Committees, met twice.
 - February 20th meeting; discussed incentives listed on the report from David Nestor, the board representative from Piedmont Natural Gas. Brainstormed about which incentives might work for Mecklenburg County. Discussed various programs including LEED, Energy Star, Green Globes and how ASHRAE 189.1, IgCC and the new 2012 NC Energy Code affected both new and existing construction.
 - March 20th meeting; had a report from two members of the City of Charlotte Sustainable Facilities Design and Energy Conservation committee members. Both attendees work for the City of Charlotte. They reported on the City of Charlotte sustainable design program that started in 2009. All City departments are involved. For renovations or new construction over 5,000 Square feet the design has to meet a sustainable design grid of alternative design requirements. The committee came up with our mission statement and we started to discuss objectives and a plan to implement incentives for meeting the new Energy Code for existing construction.

Consistency Team Report

- Front end:
 - i. Code compliance 4 page report summary
- Report content:
 - Building: there were six consistency meetings this quarter three residential and three commercial. There were 10 Q&As and 16 issues covered in the residential meeting and there was an average

attendance of 14 contractors at each meeting. There were 15 Q&As and 5 issues covered in the commercial meeting with no public attendance.

- **Electrical:** held one meeting for inspectors and contractors on March 15th. There was an increase in attendance of contractors over previous meetings. There were 9 Q&As discussed. Electrical also issued 2 formal “policy” interpretations this quarter which will be posted on the web site.
- **Mechanical/Fuel Gas:** there were three team meetings for the quarter. There were 24 mechanical Q&As and 5 fuel gas Q&As. The March meeting was for the contractors and there were 6 contractors in attendance.
- **Plumbing:** there were three team meetings for the quarter. There were 17 Q&As. March was for the contractors and there were 5 contractors in attendance.

Code Compliance Report:

- Note comparative format; you can compare how topics and their standings change, quarter to quarter.
 - i. So you can compare how the most frequent defects changes between quarters;
- “Not ready”; Bldg – 4.73% (was 5.51%), Elec – 6.47% (was 6.57%), Mech – 4.9% (was 5.64%), plbg – 9.41% (was 10.92%)
 - Note that all are improved .
- Rough/finish % split varies, some up, some down
 - Bldg; rough @ 35.91% (up .45% from 35.46%), finish @ 20.55% (down 1.5% from 22.03%)
 - Elec; rough @ 20.35% (up .23% from 20.02%), finish @ 59.16% (down 2.1% from 61.24%)
 - Mech; rough @ 36.77% (up 9% from 27.49%), finish @ 60% (same as last qtr)
 - Plbg; rough @ 30.88% (up 2.25% from 28.63%), finish @ 32.17% (dn 8.5% from 40.64%)
- Most common topics repeating %; bldg-87%, elec-93%, mech-93%, plbg – 80%

Commercial Plan Review Report

Part I: 70% of projects pass on 1st rev’w; 79% have passed after 2nd rev’w (down slightly from last qtr when the 1st review pass rate was 72% and the 2nd review pass rate was 84%).

- pass rates on 1st review by trade:
 - Bldg–82% (was 83%); Elec – 86% (same); Mech – 86% (was 84%) Plbg – 81% (was 85%);

Part II: most common defects: examples

- Bldg: Appendix B, egress related (3), UL assembly, hardware, passive fire protection
- Elec: services/ feeders, branch circuits, general, grounding & bonding, emergency systems, motors
- Mech: exhaust, eqpt location, fresh air req’t, duct systems, gas piping size/inst’l, energy compliance
- Plbg: plbg syst inst’l, drainage piping, minimum facilities, venting, water distr piping, fixt clearances.

Part III: 1st use of “approved as noted” (AAN) at 32% by all trades on av’g (down from 36% last quarter)

- biggest users; CFD (91%) and MCFM (70%)
- critical path users; Bldg (22%, down from 28%)__, Elec (12%, same as last qtr)__, Mech (11%, down from 14%)__, Plbg (14%, down from 18%)__

7. Quarterly BDC Bulletin Exercise

Previous bulletin topics:

April, 2011	July, 2011	October, 2011	January, 2012
BIM-IPD code change public hearing	Update on Senate Bill 22	Carbon Monoxide alarm requirements	2012 NC State Building Code transition
CRWG startup	2012 NC Bldg Code transition dates from BCC	Cost Recovery Work Group status	CRWG final report
Website redesign EPM development status	TU/LCU/CC/TCO/CO changes in process & fees	2012 NC Building Code	EPS-EPR startup

Permit activity & IRT Impact of Senate Bill 22	NACO awards AE Pass Rate status FY11 Key data points	transition Changes in temporary utility process	
April, 2012	July, 2012	October, 2012	January, 2013
NC Res'd Code transition 2012 NC Building Code commercial project transition rules Code Enforcement FY13 budget proposal	Fy2012 year end work load summary Cost Recovery Work Group changes approved by BOCC RDS program challenges Prelim Review policy change Dept available for early project meetings on process.	Democratic National Convention success RDS Master Plan change Cost Recovery Work Group changes approved by BOCC CSS Customer survey focus group follow up work	ISO commercial score of '1' BOCC approves 21 position betterment Racking permit process discussions Revisions to inspections auto notification
April, 2013			
Lien Agent w/ Bulletin Link BDC Chairman Change Status of 12.4.Betterments Trends in FY14 Budget CTAC-EPS 98% Paperless			

8. Department Statistics and Initiatives Report

Statistics report

Permit Revenue

- March permit (only) revenue- \$1,550,206, compares to February revenue of \$1,285,337
 - Fy13 budget projected monthly permit revenue; $\$14,892,963(*)/12 = \$1,241,080$
 - So March permit revenue is \$309,126 above monthly projection
 - At 3/31/13, YTD permit rev of \$12,963,740 is above the YTD permit fee revenue projection (\$11,169,720) by \$1.794M or 16.06%.

Construction Value of Permits Issued

- March total - \$247,035,491, compared to February total of \$342,698,775
- YTD at March 31, 2013 of \$2,275,007,949; above constr value permit'd YTD at 2/28/12 of \$2,093,232,360 by \$181.77M or 8.68%.

Permits Issued:

	February	March	3 Month Trend
Residential	2877	3521	2646/3225/2877/3521
Commercial	2542	2746	1979/2086/2542/2746
Other (Fire/Zone)	504	500	293/422/504/500
Total	5923	6767	4918/5733/5923/6767

- Residential up 18.35%__ ; commercial up 8%__ ; total up 12.73%__
- Note; at March 31 SF detached permits YTD totaled 2317, compared to 1676 at same time in Fy12 (up 38.2%)

Inspection Activity: inspections performed

Insp. Req.	Feb	March	Insp. Perf.	Feb	March	% Change
Bldg.	4236	4991	Bldg.	4199	4874	+16%
Elec.	5062	5530	Elec.	5102	5466	+7.1%
Mech.	2892	3033	Mech.	2965	2995	+1%
Plbg.	2345	2688	Plbg.	2337	2667	+14.1%
Total	14,535	16,042	Total	14,603	16,002	+9.58%

- Insp performed totals up 9.6% %
- All inspections up, ranging from 1% (mech) to 16%+ (bldg)
- Insp performed were 99.75%

Inspection Activity: inspections response time (IRT Report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Feb	March	Feb	March	Feb	March	Feb	March
Bldg.	89.5	85.8	93.3	91.0	97.4	96.1	1.25	1.29
Elec.	92.3	90.8	93.9	92.4	98.9	98.5	1.16	1.19
Mech.	93.1	95.5	93.9	95.9	97.2	99.4	1.22	1.10
Plbg.	95.6	94.8	96.4	95.5	99.3	99.2	1.09	1.11
Total	92.2	90.9	94.0	93.2	98.0	98.1	1.19	1.19

- Overall number down 1%+; Mech up 2%+; B-E-P down 1% to 4%
- All trades still within or above 85-90% goal range

IRT comparison to POSSE Insp Efficiency Report (IER)

1 st - 24 hr average	IRT Mar rate	IER Mar rate	% difference	insp resp in days	IRT Mar av'g	IER Mar av'g	difference in days
Bldg.	85.8%	66.4%	-19.4%	Bldg.	1.29	1.6	-.31
Elec.	90.8%	63.0%	-27.8%	Elec.	1.19	1.49	-.30
Mech.	95.5%	77.5%	-18%	Mech.	1.10	1.27	-.17
Plbg.	94.8%	80.6%	-14.2%	Plbg.	1.11	1.25	-.14
MT.	na	92.1%	na	MT.	Na	na	Na
Total	90.9%	74.8%	-16.1%	Total	1.19	1.40	-.21

- So there appears to be variance between IRT & IER as follows;
 - IER is 16.1% lower on percent complete in 1st 24 hours.
 - IER av'g days per inspection is .21 days (1 3/4 hour) longer.

- Note; Computronix advised programming completion on the new IRT report is delayed to May 1.

Inspection Pass Rates for March, 2013:

OVERALL MONTHLY AV'G @ 84.04%, compared to 83.3%, in February

Bldg:	February – 77.00%	Elec:	February – 82.38%
	March – 77.08%		March – 83.66%

Mech:	February – 86.34%	Plbg:	February – 89.96%
	March – 86.48%		March – 91.31%

- Bldg and Mech about the same; Elec & Plbg both up 1.3% +/-
- Overall average up <1%, and still well above 75-80% goal range

OnSchedule and CTAC numbers for March, 2013

CTAC:

- 95 first reviews, compared to 89 in February.
- Projects approval rate (pass/fail) – 77%
- CTAC was 44% of OnSch (*) first review volume $(95/95+120 = 215) = 44.18\%$
*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

OnSchedule:

- January, 2012: 136 -1st rev'w projects; on time/early–78% all trades, 87% B/E/M/P only
- February, 12: 139 -1st rev'w projects; on time/early–74.88% all trades, 73% B/E/M/P only
- March, 12: 127 -1st rev'w projects; on time/early–86.25% all trades, 87% B/E/M/P only
- April, 12: 151 -1st rev'w projects; on time/early–92.25% all trades, 95% B/E/M/P only
- May, 12: 195 -1st rev'w projects; on time/early–94.5% all trades, 97% B/E/M/P only
- June, 12: 235 -1st rev'w projects; on time/early–98.63% all trades, 98.25% B/E/M/P only
- July, 12: 166 -1st rev'w projects; on time/early–94.88% all trades, 97.5% B/E/M/P only
- August, 12: 199 -1st rev'w projects; on time/early–89.5% all trades, 96% B/E/M/P only
- September, 12: 118 -1st rev'w projects; on time/early–96.38% all trades, 97.25% B/E/M/P only
- October, 12: 183 -1st rev'w projects; on time/early–97% all trades, 98.75% B/E/M/P only
- November, 12: 141 -1st rev'w projects; on time/early–92.4% all trades, 97% B/E/M/P only
- December, 12: 150 -1st rev'w projects; on time/early–93.25% all trades, 96.75 B/E/M/P only
- January, 13: 140 -1st rev'w projects; on time/early–89.12% all trades, 94.25 B/E/M/P only
- February, 13: 142 -1st rev'w projects; on time/early–81.125% all trades, 94.25 B/E/M/P only
- March, 13: 137 -1st rev'w projects; on time/early–87.5% all trades, 91.5% B/E/M/P only

Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on April 1, 2013, showed
 - 1-2 hr projects; at 2-4 work days booking lead, except MP at 14 days, County Zon'g at 5 days
 - 3-4 hr projects; at 2-5 work days lead, except MP at 19 days and City Zoning at 7 days
 - 5-8 hr projects; at 3-6 work days lead, except MP-18 days, CMUD-10 & City Zon'g-20 days.
- CTAC plan review turnaround time; BEMP at 2 work days, and all others at 1 day.
- Express Review – booking lead time was; 16 work days for small projects, 16 work days for large

Status Report on Various Department Initiatives

CA Web Interpretation Search Engine

- Sheila Sommers confirmed with County IST that the search structure can have subdividing buttons, such as; a) search current code interpretations, b) search archives.
- Doing this has a nominal upfront cost per page, with the overall plan being to create 4 sections; building,

electrical, mechanical/fuel gas, and plumbing

- The City/County website (charmcheck) is being upgraded to SharePoint 2010 at the end of April, so it's best to create this code interpretation search engine immediately thereafter.

Chamber/NAIOP Meeting Follow up

- Still have three things to address;
 - BDC chair Jonathan Bahr orientation was held on April 9.
 - Still working on;
 - a) Jon & Natalie E solicited articles for the Chamber weekly newsletter.
 - b) Web links to process graphic and new section emphasizing PM-CEM value through case study success stories. Can build on recent favorable Meck Times article about MSC-Direct.

BVD Calculator Study

- Patrick G continues to discuss the BVD application with John Taylor.
- While, in past meetings, the Department has suggested 3 options to address this, we now propose the following fix.
 - *Keep the calculator, but **add a screaming bold statement** about its limits, how it can be misused and how (no matter what the answer) customers should check it against a manual calculation based on these steps (links to the example page).*
- We will confirm with John Taylor that will work for the GC community.

Developer Dash

- Initial meeting, scheduled for April 23 at 1pm in the HMC-Cornelius Conf Rm. Management will hold a management prep meeting on April 17.
- Volunteer list includes; Chris Urquhart w/Intercon__, Matt Lucarelli w/Beacon__, Cliff Coble w/Bissell__, Allen Holloway w/ Childress Klein__, Tim Garrison & Tara Bryant with Balfour Beatty__.

Commercial Plan Review Most Common Defects

- Held meeting with BDC members B Cutler and H Sherrill on March 20.
- Attendees agreed to a strategy of revising the Appendix B language and instructions so that it works in 85% of the events; the remaining projects would use CTAC or preliminary code reviews to clarify.
- Post meeting follow up includes;
 - a) The Department will red mark up a 2012 Appendix B to address 5 issues identified during the meeting.
 - b) Send the Bernice and Harry for comment or expansion.
 - c) Meet thereafter to develop an agreed set of revisions.
 - d) Introduce these through a series (two) AE brown bag lunch sessions, explaining the points of clarification.
 - e) Monitor the Quarterly Report to see if it helps.
- The long term Appendix B goal remains fully automating as part of EPM project description query.

Auto-Notification

- The Department continues publicizing the auto-notification change details to the construction community, including the following approaches.
 - Soliciting opportunities to present to REBIC/HBA/NARI members, trade associations, et al
 - Devoting Consistency meeting time to it, where contractor presence merits same.
- When software availability supports, we will also work on a Department youtube style video on both auto notification and our temporary utility program

CSS Focus Group A work

- Review umbrella; continue looking for ways to promote the graphic process description chart (stop signs); maybe part of webpage proposal discussed in item 8.3.2.
- Reach the right person; Department is proceeding with strategy using County staff (outside of Code Enforcement) to evaluate the ACD- telephone tree from 3 perspectives;
 - ACD current 4 pronged operation__, what would be ideal__, what needs to change__, etc.
- Clear explanation of changes – part 2; held a management meeting on March 22, continuing working on strategy to emphasize the power of “NotifyMe” to customers, as well as developing a “continuing customer reminder” tool, to get key (CEM & team based service, EPS, Rehab Code, et al) issues in front of them periodically, on a repeating basis. The team will reconvene on April 12 to discuss;
 - Surveys of other authorities (LasV, Phoenix, Houston, Fairfax County, West palm Beach, Nashville-Davidson, et al) on how they answer the future project question which Joe asked “How do I _____...”, regarding services available, project problems, etc.
 - Any options on “Rebranding NotifyMe”, fixing the button that doesn’t look like a button, adding to contractor account sign in page, etc.
- PM/CEM resource awareness; mgmt/staff team need to develop a webpage concept to propose to the Chamber. Maybe add to upcoming meeting with Chamber/NAIOP. (see item 8.3.2 above)

CSS Focus Group B work

- In the February 6 Chamber/NAIOP, we agreed Natalie E would take the lead in getting a list of focus group participants to work on this topic.
 - Bridging the customer technology gap; how to deal with the growing gap between customers who are well schooled in our process, and those who are either new to it, or use it infrequently enough that understanding the “ins and outs” is not intuitive.
- KB continues to remind Natalie that the project start is dependent on getting these names.

Manager/CA added comments

No Manager/CA added comments

9. Adjournment

The April 16th, 2013 Building Development Commission meeting adjourned at 4:28 p.m.

The next BDC meeting is scheduled for 3:00 p.m., Tuesday, May 21st, 2013.